



San Bernardino County IHSS Advisory Committee



686 East Mill Street
San Bernardino CA 92415
April 6, 2016
9:00 AM to 12:00 PM
Conference Room A & B

Meeting Minutes

Members Present

Carolyn Medina
Jacqueline Pringle (Alternate)
Mary Gillian
Linda Brooks
Linda Higgins
Kristie Sepulveda-Burchit
Chris Tarr

Members Absent

Sheila Brown
Mirna Ruiz
Greg McDermott
Larisa Crossno

Members of the Public

Janice McDermott
Randy Schlecht
Barbara Chastain
Sharon Swayer

Public Authority Staff

Myette Christian
Tannya Munoz

MINUTES

1. CALL TO ORDER AND INTRODUCTIONS – 10:14 A.M.
2. APPROVE MINUTES FROM January 6, 2016 MEETING
Minutes approved by: Jacqueline Pringle and Mary Gillian
3. ADDITIONS/CHANGES TO AGENDA
NA
4. PUBLIC COMMENT ON AGENDA ITEMS
No public comments
5. PRESIDENT'S CHAIR'S REPORT (CHRISTIE)
No report

6. IHSS PUBLIC AUTHORITY REPORTS

Myette Christian:

- Registry is now open and accepting applications. Seeking the advisories help to spread the word for hard to reach areas like Big Bear and Yucca Valley. Registry is open every other month; however, with the high need of providers in the Big Bear area registry will remain open.
 - Since FLSA changes have gone into effect, many clients in the Big Bear area have lost providers; our attention is to recruit providers who are willing to work in these areas.
 - Workload in the department has increased due to FLSA changes
 - Enrollment
 - Applications
 - Paycheck customer service calls
- Training
 - Several training sessions were offered to assist providers with FLSA changes
 - Attendance has been very low, has forced department to cancel several sessions including one scheduled for April
 - Trainings are important for providers to attend so they understand all FLSA violations that will take effect as of June 1st

- PA has been receiving a high volume of calls in regards to timesheets and overtime. Dept. has recommended these callers to attend training, but attendance remains low.
 - Trainings are still by appointment only and are not considered mandatory.
- Advisory Committee
 - Member attendance has been low
 - Working on doing a mass mail out to recruit members, alternates and public guest.
 - Encourage current members to invite members of the community

7. DEPARTMENT OF AGING AND ADULT SERVICES REPORT

Chris Tarr-

- DAAS employees are currently working with providers to meet state deadline to submit SOC 846 form by April 15th. The Dept. has authorized several employees to work overtime to assist more than 8,000 providers who have still not submitted the form. Failure to submit form will make providers lose benefits. This has increased the workload for the office assistants who have to scan, copy, file and log forms on a daily basis.
 - Myette Christian clarifies the difference between SOC2255 and SOC846
 - SOC 2255 covers travel time only
 - SOC 846 covers overtime, and limits on travel time and violations
 - Providers who have not received SOC 846 form should contact their local DAAS office. There are multiple ways to submit SOC 846
 - Providers may fill out form and return via mail
 - Provider may go into their local office and submit same day
- Presents CCI CalMedi Connect presentation with the assistance of Guest Speaker- Nicole (Victorville Supervisor)
 - CCI is a new program designed to help provide extra support for older Californians and people with disabilities, including those who are dully eligible for Medicare and Medi-Cal

- Its California's take of Obama Care
- CCI is intended to achieve coordination between medical care, behavioral health, and home and community-based services in order to manage chronic conditions and reduce unnecessary hospital and nursing use.
 - Reduce recidivism of individuals going in and out of hospitals
 - Everyone is on the same plan if on MediMedi
- A copy of the presentation was provided. Copy of PowerPoint is also attached.

8. BREAK (NONE – MEETING CONTINUED)

9. COMMITTEE REPORTS

NA- committees didn't meet

LEGISLATIVE COMMITTEE REPORT

NA- committees didn't meet

FINANCE REPORT

NA- committees didn't meet

10. OLD BUSINESS

- Still missing 5 Ethic training certificates. All members must provide proof of completion by next meeting.
- Members recommended two possible candidates for the President position in January, one member declined nomination.
 - Linda H nominated Kristie Sepulveda-Burchit and Chris Tarr
 - 2nd nomination, making Kristie AC President.
- Carolyn Medina requested changes to bylaws allowing members to fulfill Secretary Position. She would like members to take minutes, rather than an employee from the PA agency.
 - Main concern is the need for accuracy of interpretation from public comments and suggestions
 - If corrections are required, they can be made at the following meeting
 - Members voted 3-4 and PA will continue to take minutes until further notice
- Maria Gillian questions the reason providers are receiving no-timesheet activity letters. Myette states all providers who haven't had timesheet activity for one year are notified on a yearly basis. If providers wish to stay in the system they must return form within

30days. If providers don't return letter they will be deleted from CMIP's (system that tracks employment/cases). If provider is deleted and they wish to work in the future they will have to start process including fingerprinting.

11. NEW BUSINESS

- Myette Christian recommends members attend MDT Training on May 16th
 - Jacqueline, Mary, Linda and Carolyn were interested in attending
 - PA will email/call members the week of May 2nd to confirm training registration
 - MDT Training allows the AC to set up a booth to promote committee
- Myette states Advisory budget will expire June 30th and recommends goods be purchased
 - Members agree to purchase the following goods
 - Motion made by Chris
 - Jacqueline 2nd motion
 - Business Cards
 - Goodies with PA AC logo (water bottles, tote bags, chap stick)
 - Invest in AC website
 - AC has a link on PA website, we will try and update. No cost for updates as PA staff will be working on this
 - Flyers
 - AC email
- Carolyn Medina request an annual budget forecast as of July 1st.
 - Report should account for deadlines to hit markers on a timely manner
 - Linda Brooks makes motion
 - Linda Higgins 2nds motion
 - Members will work together in July to determine how funds are established
- Involvement in the community
 - Linda states the subcommittees should invest time promoting the committee within San Bernardino County
 - County Health Fairs

- City events
- Marie makes motion to make AC become more active in the community by attending IEHP fair April 23rd 11-2pm
 - Linda 2nds motion

12. PUBLIC COMMENT

- Barbara Chastin questions when AC applications will be available. She would like to become a member. Tannya states the following:
 - Voting members of this committee shall serve a two year term and alternate members will serve a one year term at the pleasure of the Board of Supervisors
- Guest questions next time registry is available. Myette states registry is now open and will close in the month of May.
- Randy Schlecht states: "Keep up the good work"
- Myette Christian clarifies NCAD will be in November, but there is no specific date

13. CHANGES

- Subcommittee changes are as follow
 Legislation will add: Jacqueline Pringle, Carolyn Medina, and Linda Higgins
 Finance will add: Mary Gillian
 Outreach will add: Mary Gillian
- Tannya Munoz will be new contact for PA, please email or call if you have any questions.

14. ADJOURNMENT

Meeting adjourned at 12:10 pm

Next meeting will be Wednesday, July 6, 2016